

STATE OF MAINE
BOARD OF FUNERAL SERVICE

Minutes of September 8, 2015 Board Meeting

Members Present: Glenn Henderson, Chair; Brian Mays, Bethel Shields, Chad Poitras, John Brennan and James Fernald.

Others Present: Torrey Gray, Board Administrator; Ronald Guay, AAG; Dottie Perry, Investigator; and Merica Tripp.

Members Absent: Robert Barnes.

CALL TO ORDER

Glenn Henderson, Chair, called the meeting to order at 9:00 a.m.

OLD BUSINESS

A. APPROVAL OF MINUTES

In a motion by Bethel Shields and seconded by Chad Poitras, the minutes from the July 14, 2014 meeting were approved as written.

Vote: 6 in favor

NEW BUSINESS

A. COMPLAINT PRESENTATION(S)

2015-FUN-11199

A complaint was filed against a licensed practitioner alleging unprofessional conduct.

After review and discussion, a motion was made by James Fernald and seconded by Chad Poitras to dismiss the complaint.

Vote: 5 in favor (1 recused – Brian Mays)

2015-FUN-11334

A complaint was filed against a licensed practitioner alleging unprofessional conduct.

After review and discussion, a motion was made by Chad Poitras and seconded by John Brennan to dismiss the complaint with a letter of guidance to stay in the licensee's file for one year.

Vote: 5 in favor (1 recused – Brian Mays)

APPLICATION REVIEW

Jennifer Norman-Practitioner Trainee

An applicant submitted an application for licensure as a Practitioner Trainee.

After review and discussion, a motion was made by Brian Mays and seconded by Bethel Shields to preliminarily deny the application and to offer a consent agreement to include an admission, a formal warning and a fine in the amount of \$1500.00 for violation(s) of Chapter 10, Section 3 of the Board's Rules.

Vote: 6 in favor

OTHER BUSINESS

A. CHAIR'S REPORT

Glenn Henderson reminded board members that Ex parte communications is prohibited. He reminded board members to refer inquiries to board staff.

B. ADMINISTRATOR'S REPORT

Ms. Gray informed the members that a new board clerk has been hired. Ms. Gray distributed licensee totals to Board members. Ms. Gray also reported that licenses will now be sent by email.

ADJOURN

There being no further business, in a motion by Bethel Shields and seconded by Brian Mays, the Board voted unanimously to adjourn at 9:24 a.m.

The next Board meeting is scheduled for November 4, 2015.